

# Notice to Club Members

Dear Club Members,

We hope this message finds you well. As part of our commitment to ensuring the safety and well-being of all our members, we are updating our emergency contact records.

Please review your current emergency contact information and provide any necessary updates. It is crucial that we have the most accurate information on file to respond effectively in case of an emergency.

## Action Required

To update your emergency contact details, please complete the form linked below by **[insert deadline]**:

[Emergency Contact Update Form](#)

If you have any questions, feel free to contact us at **[insert contact email or phone number]**.

Thank you for your prompt attention to this important matter.

Sincerely,  
[Your Club Name]  
[Your Club Contact Information]